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UNIVERSITI
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MARA

**INFORMATION SCIENCE STUDIES
COLLEGE OF COMPUTING, INFORMATICS AND MATHEMATICS
UNIVERSITI TEKNOLOGI MARA (UITM)
NEGERI SEMBILAN
DIPLOMA IN INFORMATION MANAGEMENT**

INDUSTRIAL TRAINING REPORT:

HAMMER ENGINEERING

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TABLE OF CONTENT

NO	CONTENT	PAGES
1	List of figures	1
2	Acknowledgement	2
3	Declaration	3
4	Abstract	4
5	Chapter 1 – Introduction 1.1 Background of industrial training 1.2 Purpose of the report 1.3 Objective of the report 1.4 Significance of industrial training	5-7
6	Chapter 2 2.1 Background of the company 2.2 Vision and Mission 2.3 Location 2.4 Operation hours 2.5 Organisational structure 2.6 Departmental structure 2.7 Department assigned 2.8 Organisational chart	8-13
7	Chapter 3 – Industrial Training 3.1 Industrial Training 3.2 Procurement Department Activities 3.2.1 Scanning and arrange file 3.2.2 Optimizing Purchase Order 3.2.3 Dealing with Suppliers 3.2.4 Saving Documents 3.2.5 Organising Appreciation Day (Hammer appreciation day) 3.2.6 Joining Meeting 3.2.7 Quality Control	14-28
8	Chapter 4 - Learning Outcomes and Achievements 4.1 Learning Outcomes 4.2 Successful and Accomplishment 4.3 Challenge Overcomes	29-31

9	Chapter 5 Recommendations and conclusion 5.1 Recommendations 5.2 Conclusion	32-33
10	References	33
11	Appendices	34-36

ABSTRACT

This report summarizes my industrial training experience at Hammer Engineering, where I was assigned to the Procurement Department. The objective of this training was to gain practical knowledge and hands-on experience in the industry, bridging the gap between academic learning and real-world application. Throughout the training period, I was involved in a variety of tasks, including processing purchase orders and coordinating with suppliers, managing documentation, which enhanced my understanding of core professional processes.

Under the guidance of my supervisor and team members, I developed essential skills such as time management, communication and problem-solving, which are critical in a professional setting. Additionally, I gained insight into how theoretical knowledge is applied in real-time decision-making and learned to adapt to the fast-paced demands of the industry. This training has provided me with valuable experience and prepared me for future career challenges in the field.